

MEDSTEAD PARISH COUNCIL

MINUTES OF THE MAINTENANCE COMMITTEE MEETING HELD ON 28th OCTOBER 2015 AT THE SPORTS PAVILION AT 7.00PM

Present:

Cllrs Ken Kercher (Chairman), Peter Buckland, Jean Penny, Hans Taylor and Roy Pullen (reserve member re agenda item 5a/Minute ref 15.30). There were no members of the public present.

Also present: Miss Katie Knowles (Clerk).

15.26 OPEN SESSION

Cllr Taylor reported that the owner of New Clovelly, Homestead Road had contacted him by email requesting advice on proposed improvements to FP17. A site meeting was agreed with the homeowner together with Elliott Rowe, who is a Rights of Way Officer with Hampshire County Council (HCC). Changes have already been made to the fencing of the FP within the property which runs along the boundary of New Clovelly. It became apparent that the purpose of the meeting was to determine what type of surfacing of the FP would be acceptable to the Parish Council. Cllr Taylor informed the homeowner that this was a matter for HCC to determine and not the Parish Council. It was noted that the homeowner has submitted an application to HCC to divert the footpath.

15.27 APOLOGIES OF ABSENCE

All Councillors were present.

15.28 MINUTES

- a. The minutes of the meeting held on 26th August 2015 having been previously circulated, **were agreed and a true record and were signed by the Chairman.**
- b. Minute ref 15.22 – The quotation from Scott Stewart of £435 previously circulated, to cut back the brambles on Village Green boundary with Hussell Lane and cut back the encroaching grass from the raised footpath on South Town Road was ratified, together with a quotation from Paul Triance of £500 also previously circulated, for all the tree works on the Village Green and the Cemetery was ratified.

15.29 DECLARATIONS OF INTEREST

There were no declarations of interest.

15.30 MEDSTEAD CEMETERY

- a. Cllr Pullen reported that the brickwork was now completed.
 - I. Members discussed a quotation of £880 to supply and fix York Stone to the top of the Memorial Wall and step. Alternative cheaper materials were discussed but it was **RESOLVED** to accept the quotation, but to leave the top square and not tapered at the corners as quoted and therefore it was anticipated that a reduction in the price could be negotiated. Cllr Pullen agreed to liaise with the stone mason.
 - II. Members considered some examples of plaque designs, colouring and lettering. After a lengthy discussion the following standards were agreed:
 - Plaque size – 150 x 300mm (tbc with wall measurements)
 - Fixings – No visible screws. MS Polymers.
 - Colour – Charcoal grey
 - Lettering and numbers only (wording and layout to be determined by family). The final inscription will be subject to Council approval.
 - III. It was agreed that the Council would not be involved with the supply of the plaques.
 - IV. It was agreed that a charge of £40 was acceptable and would apply to both parishioners and non-parishioners.
- b. The Clerk gave a brief verbal report about the practical element of the Memorial Management course she attended in October, in the Cemetery. The trainers tested a number of memorials in the Cemetery and reported that overall the standard of the memorials was very good. However stone crosses of which there

are a number in the old section of the Cemetery are notorious for degrading over time. The crosses are therefore likely to fail a formal test. The Clerk will be preparing a policy for the Committee to consider and a first draft should be ready for the January meeting of the Committee.

- c. Members noted with sadness correspondence from the Commonwealth War Grave Commission of its termination of the agreement with the Council to contribute to the maintenance of the war graves in the Cemetery.
- d. Members considered the standard of the maintenance of the Cemetery and Church yard during 2015 and concluded that overall it had been poor and problems had arisen each year of the contract.

15.31 FOOTPATHS & VILLAGE GREEN

- a. Cllr Taylor reported on the correspondence with Alton's Ramblers Association regarding the installation of a kissing gate on footpath 28. It transpires that the Association does not have a kissing gate as such as it is subject to a grant application from HCC's small grants scheme. It seems that HCC require that a survey for services is conducted before a kissing gate is installed at any location. The Ramblers have asked the Parish Council to arrange this for FP28. It was agreed that this was not for the Parish Council to do, but were keen that the gate is installed. The Clerk confirmed that Bentworth PC had no objection. It was **RESOLVED** to thank the Alton Ramblers for the offer of a kissing gate at this location and would like them to proceed. Cllr Taylor agreed to report the decision back to the Association.
- b. It was agreed that there were a number of gaps between the dragons teeth along the lay-by off Roe Downs Road and additional ones were required.
- c. It was **RESOLVED** to approve a programme of works on the Village Green by volunteers with Cllrs in attendance that is:
 - To prepare the ground between the pond and the gravel path for planting up next year, to include the removal and spraying of perennial weeds and brambles and the light pruning of the trees that overhang the edge of the water and;
 - Clear brambles from the wooded area between the path and the football pitch.

15.32 LENGTHSMAN SCHEME

The Clerk confirmed there are no changes to the funding arrangements of the Lengthsman Scheme for 2016, but is anticipated in the future.

15.25 CURRENT AND FUTURE PROJECTS

- a) The Committee considered a list of works for the Lengthsman for his December visit, these were:
 - Apply weed killer to the VG footpath from South Town Rd to the layby.
- b) The Committee reviewed the project list for 2015/16.

Cllrs Buckland and Penny reported on the site visit at the Church yard to look at the tree. It was agreed that professional advice was required with a number of trees together with obtaining a quotation for the works that were agreed as necessary to improve the appearance of the churchyard. The Clerk was asked to contact P Triance.

At the conclusion of the discussions the meeting was closed at 8.15pm

SignedChairman Date.....